

**Minutes of the
Manitowoc-Calumet Library System
Board of Trustees Meeting
September 25, 2024
Chilton Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Chilton Public Library on Wednesday, September 25, 2024, at 5:30 p.m., by President of the Board, Natasha Khan.

Members Present: Deborah Brotcke, Ron Dietrich, Mary Hoerth, Natasha Khan, Megan Marchant, Ray Mueller, Darcie Schwalenberg-Kesler, Sara Meier, Scott Tuma, Don Weiss

Members Absent: Kali Hentges, Chuck Krueger, Jeremy Sehloff, Don Zimmer

Others Present: Rebecca Barry, Julia Davis, Jeff Dawson, Lydia Dill, Amy Eisenschink, Rebecca Scherer, William Sonntag, Kate Verhelst

Minutes: A motion was made by Hoerth and seconded by Schwalenberg-Kesler to accept the minutes of the July 31, 2024, MCLS Board meeting. Motion carried.

Review of 2023 Audit Financial Statements: Bryan Grunewald from CLA reviewed the 2023 audit financial statements with the Board. A motion was made by Mueller and seconded by Dietrich to approve the 2023 audit financial statements. Motion carried.

Member Library Directors' Reports: Reports were presented by Jeff Dawson, Rebecca Barry, Julia Davis and Lydia Dill. Scherer reported on behalf of Karin Adams and D Hankins.

Financial Business: A motion was made by Hoerth and seconded by Schwalenberg-Kesler to approve the July and August 2024 financial reports. Motion carried.

A motion was made by Dietrich and seconded by Schwalenberg-Kesler to approve the August and September 2024 payment of bills. Motion carried.

A motion was made by Mueller and seconded by Hoerth to approve the Reach Out and Read report through August 2024. Motion carried.

System Director's Report: A written report was included in the Board packets.

System IT/ILS Specialist's Report: A written report was included in the Board packets.

Office & Outreach Coordinator's Report: A written report was included in the Board packets.

LARS Consultant's Report: A written report was included in the Board packets.

Unfinished Business: A motion was made by Hoerth and seconded by Schwalenberg-Kesler to approve the revised MCLS Personnel Policies and Procedures. Motion carried.

New Business: A motion was made by Mueller and seconded by Dietrich to approve the Personnel Committee report. Motion carried.

A motion was made by Mueller and seconded by Dietrich to approve the 2025 Resource Library Agreement. Motion carried.

A motion was made by Meier and seconded by Schwalenberg-Kesler to adopt Line Item and Program Budgets. Motion carried.

A motion was made by Marchant and seconded by Schwalenberg-Kesler to adopt the 2025 System Plan. Motion carried.

Trustee Education – MCLS Mobile APP Instructions: Scherer discussed the mobile app instructions that Amy Eisenschink from MCLS created and where to find it. A flyer regarding upcoming, free trustee training opportunities was given to trustees as well.

Confirm date and set place for next meeting: The next MCLS Board meeting will be held on Wednesday, November 20, 2024, at 5:30 p.m., at the Brillion Public Library.

Adjourn: A motion to adjourn was made at 6:41 p.m. by Mueller and seconded by Schwalenberg-Kesler. Motion carried.

Respectfully submitted,

Kate Verhelst